

Claim Inquiry for Water Damage

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear Claims Adjuster,

I am writing to inquire about the status of my property insurance claim for water damage, which I submitted on [Insert Submission Date]. My policy number is [Insert Policy Number]. The damage occurred on [Insert Date of Damage] due to [briefly describe the cause, e.g., a burst pipe, heavy rainfall].

I would like to know the progress of my claim and if there are any additional documents or information needed to facilitate the process. I appreciate your prompt attention to this matter, as the damages have caused significant disruption.

Thank you for your assistance. I look forward to your timely response.

Sincerely,

[Your Name]